



State Of California
California Commission On Teacher Credentialing
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INDIVIDUALIZED INTERNSHIP CERTIFICATE

On December 5, 2002 the California Commission on Teacher Credentialing approved the Individualized Internship Certificate (IIC) as an option to individuals who have met subject matter competency to be compliant with the requirements of the federal No Child Left Behind Act of 2001, yet are not enrolled in an existing district or university internship program. The IIC is available only at the request of an employing agency. Applicants must be enrolled in a Commission-accredited teacher preparation program at the time of application. The IIC is available in the areas of Multiple Subject, Single Subject and Education Specialist.

Requirements for the Individualized Internship Certificate

Individuals must complete **all** of the following requirements:

1. Bachelor's degree or higher from a regionally accredited college or university
2. Pass the California Basic Educational Skills Test (CBEST). (For more information, contact the CBEST Program, National Evaluation Systems, Inc., P.O. Box 340880, Sacramento, CA, 94834-0880, 916-928-4001, or www.cbest.nesinc.com.)
3. Complete a course (two semester units or three quarter units) in the provisions and principles of the U.S. Constitution, **or** pass an examination in the subject given by a regionally-accredited community college, college, or university
4. Verify subject matter competence by **one** of the following three methods
 - a. achieve a passing score on all appropriate subject matter examination(s). Information regarding the appropriate subject matter examination(s), including passing scores and registration, can be found in Verifying Subject Matter Competence by Examination leaflets [CL-674M](#) for Multiple Subject or [CL-674S](#) for Single Subject, or by visiting the following websites: [<www.ets.org>](http://www.ets.org) or www.cset.nesinc.com
 - b. complete a Commission-approved subject-matter program or its equivalent and obtain verification of completion from the authorized person in the education department of a California college or university with an accredited program (Multiple Subject candidates verifying subject matter competence via subject matter program must have completed the subject matter program and enrolled in a teacher preparation program prior to July 1, 2004. For individuals enrolled in blended programs, candidates must be continuously enrolled and complete either a Ryan blended program by December 31, 2008 or a SB 2042 blended program by June 30, 2009.)
 - c. for specialized science subjects only, individuals may either take the appropriate subject matter examinations or obtain verification of completion of subject-matter course work from the Commission on Teacher Credentialing. Information, including requirements and procedures, can be found in [Coded Correspondence 03-0010](#).
5. Submit a completed Individualized Internship Agreement (attached). Individuals must have an offer of employment and be enrolled in a college or university with a Commission-accredited program. Applications must be filed through the employing agency.
6. Submit a completed Character and Identification Clearance ([form 41-CIC](#)) and Livescan ([form 41-LS](#)) or two fingerprint cards (FD-258) and appropriate fees (if not previously submitted)

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Authorization

The Multiple Subject Individualized Internship Certificate authorizes the holder to teach in a self-contained classroom such as the classrooms in most elementary schools. However, a teacher authorized for multiple subject instruction may be assigned to teach in any self-contained classroom (preschool, K-12, or in classes organized primarily for adults). In addition, the holder of a Multiple Subject Teaching Credential may serve in a core or team teaching setting.

The Single Subject Individualized Internship Certificate authorizes the holder to teach the specific subject(s) named on the credential in departmentalized classes such as those in most middle schools and high schools. However, a teacher authorized for single subject instruction may be assigned to teach any subject in his or her authorized fields at any grade level-- preschool, grades K-12, or in classes organized primarily for adults.

The Education Specialist Individualized Internship Certificate authorizes the holder to provide services in the specified disability area to individuals in grades K-12, including adults. Certificates in the low incidence areas of Deaf and Hard of Hearing, Physical and Health Impairments, and Visual Impairments authorize the provision of services to individuals age birth to 22.

Period of Validity

The Individualized Internship Certificate is valid for two years. Within the first 90 days of employment, the holder, in cooperation with a college or university offering a Commission-accredited teacher preparation program, must develop a two-year Individualized Teacher Preparation Plan (ITPP).

The ITPP should include the following:

- Course work that must be completed to achieve certification
- Exams that must be completed to achieve certification
- Field experiences that must be completed to achieve certification
- Provision and schedule for completing the appropriate Teaching Performance Assessment (TPA), when implemented
- Provision for the candidate to move into an induction program

Within the valid period of the certificate, individuals must complete the program requirements necessary to be formally recommended for the Preliminary Multiple or Single Subject Teaching Credential by a California college or university with a Commission-accredited teacher preparation program.

- *Subject matter competence is not a requirement for the Education Specialist IIC in the area of Early Childhood Special Education.*

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INDIVIDUALIZED INTERNSHIP CERTIFICATE AGREEMENT

Name of Applicant _____, SSN _____

To be Completed by Employing Agency

I certify that the above named individual is serving as a teacher within the authorization of this certificate and is receiving support and supervision by the support provider named below:

Name of Support Provider

Name of Human Resources Director

Title

Employing Agency

Signature of HR Director or Designee

Date

To be Completed by a College or University

I certify that the above named applicant has been formally admitted to the following Commission-accredited teacher preparation program: ☐ Ryan ☐ SB 2042

☐ Multiple Subject

English Learner Program:

☐ Single Subject

☐ AB 1059 Content

Subject Area: _____

☐ CLAD Emphasis

☐ Education Specialist

☐ BCLAD Emphasis

Subject Area: _____

☐ No Emphasis / No AB 1059 Content

I have informed the above named individual that he/she must develop a two-year Individualized Teacher Preparation Plan in cooperation with this institution during his/her first 90 days of employment. In addition, the following individual will be assigned to supervise the individual throughout the Individualized Internship Program Plan:

Name of University Supervisor

Name of Faculty Advisor or Program Coordinator

Authorized Name

Title

Institution

Authorized Signature

Date

To be Completed by the Candidate

I understand I must develop a two-year Individualized Teacher Preparation Plan in cooperation with the above stated Commission-accredited teacher preparation institution during the first 90 days of my employment and complete the Individualized Internship Program within the valid period of this certificate.

With my signature I verify, under penalty of perjury and subject to audit by the Commission, that the foregoing information is true and correct.

Signature of Applicant

Date